

Bettendorf CSD Bettendorf EA

7/1/2006 6/30/2007

Master Contract

Between

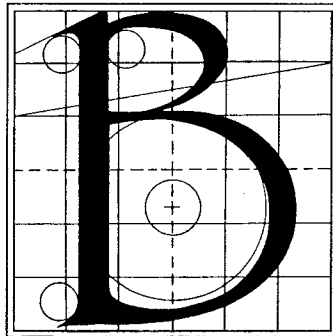
The Bettendorf Community School District

and

**The Bettendorf Education Association
(BEA)**

for the

2006/2007 School Year



“Linking Learning to Life”

July 2006

TABLE OF CONTENTS

	<u>Page</u>
Article I Recognition.....	1
Article II Employer Rights	1
Article III Employee Rights	1
Article IV Association Rights	2
Article V Payroll Deduction	3
Article VI Grievance Procedure.....	3
Article VII Hours of Work	5
Article VIII Health & Safety.....	6
Article IX Seniority.....	7
Article X Transfer Procedures	8
Article XI Layoff Procedures.....	9
Article XII Evaluation Procedures	10
Article XIII Leaves	14
Article XIV Professional Development	18
Article XV Wages and Salaries	19
Article XVI Insurance	21
Article XVII Compliance Clauses and Duration.....	22
Schedule "A" Dues Deduction Form.....	24
Schedule "B" Grievance Report	25
Schedule "C" Salary Schedules	29
Non-Degree Salary Schedule.....	30
Schedule "D" Increment Schedule.....	31
Schedule "E" Phase II Information	35
Phase II Distribution Schedule.....	36
Schedule "F" Payroll Advance Form	37

ARTICLE I - RECOGNITION

1.1 - Definitions:

- a. The term "employer" shall mean the Bettendorf Community School District or, when specified hereinafter, its Board of Education or other representatives or agents.
- b. The term "employee" shall mean those employees specified by the P.E.R.B. Certification and described in Article 1.2 below.
- c. The term "Association" shall mean the Bettendorf Education Association, or when specified hereinafter, its duly authorized representative or agents.

1.2 - Unit - The Employer recognizes the Association, an Affiliate of the Iowa State Education Association and the National Education Association, as the certified exclusive and sole collective bargaining representative of all employees described by and defined in the Public employment Relations Board's Certification in Case 142, issued June 23, 1975. The unit described in the above certification is as follows:

INCLUDE: All full-time and regular part-time classroom teachers, counselors, nurses, librarians, media specialists, including but not limited to, teachers who may have titles such as team leaders or athletic director (Middle School).

EXCLUDE: Superintendent of Schools, the Assistant Superintendent of Schools, director of instruction, full-time principals, full-time assistant principals, full-time athletic director, activities director, all non-professional certificated personnel and all the supervisory employees excluded by Section 4 of the Act.

ARTICLE II - EMPLOYER RIGHTS

2.1 - The Employer shall have the right to direct the work of its employees, hire, promote, demote, transfer, assign; determine and implement methods, means, assignments and personnel by which its operations are to be conducted; take such actions as may be necessary to carry out its mission; initiate, prepare, certify and administer its budget; and exercise all powers and duties granted to the Employer by law.

ARTICLE III - EMPLOYEE RIGHTS

3.1 - The parties recognize that employees, under the Iowa Public Employment Relations Act, have the right to join or assist the Association, to negotiate collectively through the Association, to engage in other lawful activities for the purpose of collective bargaining or other mutual aid or protection and to file and process grievances as defined and as provided by Article VI of this Agreement. There shall be no interference with, restraint, coercion or harassment of, or discrimination against, any employee because of an employee's exercise of such rights, by the Employer, the Association or any employee. No employee will be prevented from wearing pins showing membership in the Association or its affiliates.

3.2 - Employees shall have the right during their non-working time, to review and reproduce the contents of their personnel file, excluding confidential job recommendations with advance notice per School Board Policy #401.6. An employee shall have the right to respond in writing to all such materials, which responses shall become a part of such file.

3.3 - An employee may accept or reject any student teacher.

3.4 - Employees shall be notified in advance of any contemplated change in their students' grades.

ARTICLE IV- ASSOCIATION RIGHTS

4.1 - Use of Facilities - The Association, through its officers, may request from the appropriate building principal or the principal's designee the use of the Employer's buildings and duplicating equipment for purposes of Association meetings and to duplicate Association communications to employees. Such buildings and equipment shall not be used during school hours or times when buildings and equipment are otherwise in use. The Association shall pay the normal charges, if any, for all facilities, equipment and materials used.

4.2 - Communications - The Association shall have the right to post notices of Association meetings, its elections and the results thereof, its social or educational activities, and such other notices as may be mutually agreed upon. Such notices may be posted on such bulletin boards as are accessible to and used by employees covered by this Agreement, but not in areas open to students or the public. Such notices may also be sent through school email in accordance with board policies.

4.3 - Access to Employees - Representatives of the Association's affiliates shall have access to employees, for lawful Association business, during employees' non-working time before and after the normal work day and during duty-free lunch periods, provided that such access shall not interfere with or interrupt school operations and provided further such employees have no contractual assignments during such time. Advance notice of intended access shall be given to the appropriate building principal.

4.4 - Association Leave - Full-time officers of the Association, in order to serve in an elected office of the ISEA or NEA, shall be granted an unpaid leave of absence for the following school year, upon written notice to the Employer received not later than March 1st of any year. Such leave shall be with no credit toward salary or seniority increments, no fringe benefits, and with the provision that, in the Employer's judgment, a suitable substitute is available. Employees returning from such leave shall retain all experience credit previously established and sick leave accumulated prior to the commencement of such leave. Insurance benefits may be continued by the employee upon payment of premiums to the Employer and acceptance by the carrier. It is understood and agreed that such leave constitutes no guarantee that such officer will be assigned to the officer's former position at the conclusion of such leave, only that the employee will be returned to a position for which proper certification is held.

ARTICLE V - PAYROLL DEDUCTION

Dues Deduction:

5.1 - Authorization - Any employee who is a member of the Association, or who has applied for membership, shall sign and the Association shall deliver to the Superintendent or the Superintendent's designee an authorization for payroll deduction of Association dues. The form of the authorization shall be set forth in Schedule "A". Such authorization may be revoked at any time upon thirty (30) days written notice to the Employer's Payroll Department and the Association.

5.2 - Regular Deduction - Upon receipt of an appropriate written authorization by the employee, the Employer will begin deductions on the first payroll period in October and deductions will be made on a monthly basis for no longer than nine (9) months thereafter. The amount of the deduction will be determined by the Association and submitted to the Payroll Department by October 1st each year.

5.3 - Transmission of Dues - The Superintendent or the Superintendent's designee shall transmit to the Association monthly, within ten (10) days from the time of deduction, the amounts so deducted, together with a list of the employees to whom said amounts are to be credited.

Other Deductions:

5.4 - Authorization - Any employee may sign and deliver to the Superintendent or Superintendent's designee an authorization for payroll deductions to the United Way, I.S.E.A. Credit Union, Scott Schools Credit Union, annuities, and 403B plans in accordance with Iowa Code. The above deductions stated in this section may be revoked at any time upon thirty (30) days written notice to the Payroll Department.

General:

5.5. - Liability and Errors - Any errors regarding dues or other deductions shall be immediately reported by an employee to the Payroll Department and to the Treasurer of the Association. The Association agrees to hold the Employer harmless against any claims or liability arising out of the operation of this Article, excepting any claims or liability resulting from errors of the Employer or its agents or representatives.

5.6 - Payment of Other Deductions - The employer will transmit payment of all deductions to appropriate third parties within ten (10) days of the date that checks are dispersed to employees.

ARTICLE VI - GRIEVANCE PROCEDURE

6.1 - Purpose - The purpose of this procedure is to provide a prompt, orderly method for securing, at the lowest possible level, an equitable solution to grievances. Both parties agree

that grievance proceedings will be kept as informal and confidential as may be appropriate at any level of this procedure.

6.2 - Definition - A "Grievance" is defined as a claim by an employee or the Association that there has been a violation, misinterpretation or misapplication of a specific provision of this agreement.

6.3 - Any grievance shall be processed in the following manner:

An aggrieved employee or the Association, by its designated representative, (hereinafter severally called the "grievant") shall attempt to resolve the grievance informally, within twenty (20) working days of its occurrence (or within twenty [20] working days after such occurrence is known to the grievant) by informal discussion with the appropriate immediate supervisor. An aggrieved employee, at the employee's option, may be accompanied by an Association representative of the employee's choosing. The immediate supervisor will reply orally (or in writing if requested by the grievant) within five (5) working days after discussion of the grievance.

Level I: If, after discussion with the grievant's immediate supervisor the grievance is not settled and the grievant wishes to appeal the grievance to Level I, the grievant will reduce the grievance to writing (on the form attached to this agreement as Schedule "B"), and submit it to the appropriate supervisor within five (5) working days after receipt of the immediate supervisor's oral or written answer. The written grievance shall contain a clear and concise statement of the alleged grievance, including the facts upon which the grievance is based, the issues involved, the provisions of this Agreement involved, and the relief sought. The supervisor shall provide a written answer to the grievant within five (5) working days after receipt of the written grievance.

Level II: If the grievance is not settled at Level I and the grievant wishes to appeal the grievance to Level II, the written grievance shall be submitted to the Superintendent or the Superintendent's designee within five (5) working days after receipt of the supervisor's written answer. The Superintendent or Superintendent's designee will, if requested by the grievant, meet with the grievant within five (5) working days after receipt of the grievance and give written response within ten (10) working days after the meeting.

Level III: Grievances not settled at Level II of the grievance procedure may be appealed to arbitration by the Association by written notice of a request for arbitration, submitted to the Superintendent or the Superintendent's designee within ten (10) working days of receipt of the Superintendent's answer in Level II. Within five (5) working days of receipt of such request, representatives of the Employer and the Association shall attempt to select a mutually acceptable arbitrator. Failing to do so, they shall within ten (10) days of such arbitration request, jointly request the Federal Mediation and Conciliation Service to submit a list of five (5) arbitrators. Within five (5) days after receipt of such list, the parties' designated representatives shall determine by lot the order of elimination and thereafter each shall, in that order, alternately strike a name from the list and the fifth and remaining person shall act as the arbitrator.

The arbitrator shall schedule a hearing on the grievance and, after hearing such evidence as the parties desire to present, shall render a written opinion and award. The arbitrator shall have no authority to add to, subtract from, modify or amend any terms of this agreement. The arbitrator shall have no power to substitute the arbitrator's discretion for that of the Employer in any matter reserved to the Employer by law or the terms of this Agreement. A decision of the arbitrator shall, within the scope of the arbitrator's authority, be final and binding upon the parties. Upon mutual agreement of the Employer and the Association, grievances involving similar facts, issues and contract provisions shall be consolidated for hearing and determination. The Employer and the Association will share equally any joint costs of the arbitration procedure such as the fee and expense of the arbitrator and the costs of the hearing room. Any other expenses shall be paid by the party incurring them.

6.4 - The failure of any employee or the Association or its representatives to appeal a grievance to the next level within the time limits specified above shall bar further appeal, provided, however, the failure of the Employer's specified representatives to answer a grievance within applicable time limits shall constitute a denial and permit appeal to the next level, and provided further any such time limits may be extended by mutual agreement.

6.5 - All grievances at Levels I and II shall be presented, discussed and processed on employees non-working time. "Non-working" time is defined as before and after the normal workday, and during the employees' duty-free lunch periods provided the employee has no contractual assignments during such time.

6.6 - Any employee whose presence is necessary at Level III arbitration hearing will be allowed to use his/her personal leave for such purpose or may elect to take the day off with pay. In the latter case, the employee is responsible for paying the cost of the substitute. This time may be taken in only 1/2 day increments.

ARTICLE VII - HOURS OF WORK

7.1 - Normal School Working Hours - The normal in-school workday shall be eight (8) hours which shall include a thirty (30) minute duty free lunch period, incremented lunchroom supervision assignments excepted. Excluded from such hours are extra curricular assignments and meetings scheduled by the Employer. On Fridays and days immediately preceding holidays or vacations, employees may depart their buildings fifteen (15) minutes before the regular dismissal time, provided student supervision of an emergency nature is not needed as determined by the building principal.

7.2 - Employees may be required by the Employer to attend meetings before or after the formal school working hours, without additional compensation. Attendance at meetings, other than individual parent conferences, open house, and parent grade level night meetings, will not be required after 4:30 p.m. Agendas and reasonable notices for such meetings will be provided to employees participating therein as soon as practical prior to such meetings.

Each year, the hours of work may be amended per the following conditions:

- 1) A 60% majority of the teachers in a building may vote to amend the traditional hours of work to allow for a maximum of two parent conferences (four at Bettendorf High School) to be held during evening hours. The amended hours may result in a reduced work week;
- 2) Teachers who are unable to follow the amended schedule may arrange with the administration to schedule the conferences at another time;
- 3) If the plan submitted by the teachers in the building is not approved by the administration, the past practice of day conferences will be continued.

7.3 - Preparation Time - Classroom employees shall be required to perform daily preparation work, during which they may not be assigned to other duties, on the following basis:

Elementary Schools:	5 hours per week
Middle School:	5 hours per week
High School:	5 periods per week or not less than 250 minutes per week

The above time allocations include any early departure by employees from the normal school working hours.

7.4 -In-School Work Year – The in-school work year for employees covered by this agreement shall not exceed 196 days (197 days for new employees), including seven (7) paid holidays: (Labor Day, Thanksgiving Day, Christmas Day, New Year's Day, President's Day, Good Friday, and Memorial Day), nine (9) in-service and work days (*above number of days contingent on state appropriated funding*). Employee attendance shall not be required, and the day will not be considered a contract day when, in the sole discretion of the Employer, student attendance is not required due to inclement weather or other emergency closings.

7.5 - Leaving the Building - Employees may leave their assigned buildings without permission during their scheduled duty-free lunch periods, but at any other time during the in-school working day may leave only with permission from the building principal.

ARTICLE VIII - HEALTH AND SAFETY

8.1 - Physical Fitness - New Employees - All new employees, upon initial employment, shall provide satisfactory medical evidence of physical fitness to perform assigned duties and freedom from communicable disease. Forms for such purposes shall be provided by the employer. Such evidence shall include a statement from a doctor of medicine of the employee's choice. Each new employee shall be advised in writing of the physical fitness requirements at the time of employment. Failure to notify the employee of such requirements shall not deprive the employee of any wages or benefits under this Agreement prior to fulfilling the physical fitness requirement.

8.2 - Physical Fitness - Continuing Employees - Employees whose physical condition may be questioned by the Employer shall present satisfactory medical evidence when requested.

8.3 - Safety - The employer shall comply with the federal and Iowa Occupational Safety and Health Acts, as amended. Any safety or health claim of an employee or the Association, under either of said Acts, shall not also be subject to the grievance procedure set forth in Article VI.

ARTICLE IX - SENIORITY

9.1 - Definition - "Seniority" as used in this Agreement, shall mean an employee's continuous length of service from the employee's latest date of employment within the following categories:

Grades PreK-5: Classroom teacher and Reading

Grades 6-8 within individual curricular area: Family/Consumer Science; Health; Language Arts; Mathematics; Modern Language; Reading; Science; Social Studies; and Speech. Classroom teachers whose teaching assignment does not fit into the above mentioned curricular areas will receive seniority as 6-8 Teacher. Classroom teachers will acquire one year of seniority in the category/area in which the instructor was hired to teach for each year of employment in the district.

Grades 9-12 within individual curricular area: Business; Cooperative/Vocational Education; Drama; Driver Education; Family/Consumer Science; Health; Industrial Technology; Language Arts; Mathematics; Modern Language; Reading; Science; Social Studies; and Speech

Grades K-12: Art; At Risk; Guidance; Instrumental Music; Library Media; Nurses; Outdoor Education; Physical Education; Special Education; Special Reading; TAG; and Vocal Music.

Full-time employees who teach in more than one category will receive a full year of seniority credit in each category. For purposes of seniority only, part-time employees will have their seniority pro-rated based on their percentage of FTE. Employees who transfer from one category to another will retain their seniority credit in the previous category. While on leaves of absence, an employee's seniority credit will be frozen.

9.2 - Loss of Seniority - The seniority of an employee shall terminate if the employee resigns, is terminated, is laid off for a period exceeding three (3) years or fails to respond to a recall notice as provided in Article XI.

ARTICLE X - TRANSFER PROCEDURES

10.1 - Definitions - A "voluntary transfer" is the movement of an employee to a different grade level, building or subject area upon a vacancy therein for the following year. An "involuntary transfer" is the movement of an employee to a different grade level, subject area or building by the Superintendent or the Superintendent's designee.

10.2 - Vacancies - A list of vacancies which occur during the school year and for the following school year shall be posted in all buildings within ten (10) days after the Employer decides to fill such vacancies. A notice of vacancies that occur between June 10 and August 10 shall be mailed to the Association president. During the summer, vacancies will be placed on the District website. Vacancies created by the establishment of a new bargaining unit position shall also be posted and filled as above.

10.3 - Filling Requests - Employees who desire to apply for such positions shall submit written applications to the Superintendent or the Superintendent's designee within five (5) working days of the posting of the vacancy. All requests for transfer shall include the building and grade, subject area or both to which the employee desires a transfer.

10.4 - Procedure - Employees who file requests in accordance with 10.3 for voluntary transfer shall be granted an interview before out-of-unit candidates are interviewed and before the position is filled. Employees not selected for transfer shall be given written reasons for the decision.

10.5 - Requests for Voluntary Transfers - Employees desiring a transfer to a different building, subject area or grade level for the following school year, must submit requests to the Superintendent or the Superintendent's designee. Vacancies, which occur during the school year and for the following school year, shall be posted in all buildings within ten (10) days after the employer decides to fill such vacancies. Employees who desire to apply for such positions shall submit a letter of interest to the Superintendent or the Superintendent's designee within five (5) working days of the posting of the vacancy.

Those teachers currently under a Teacher Assistance Plan will not be considered for Voluntary Transfer. However, permission may be granted by the Superintendent or the Superintendent's designee in exceptional cases.

10.6 - Criteria - Vacancies shall be filled including the following criteria, whenever possible, with no order of priority intended: Certification, Seniority, Education, Experience.

10.7 - Involuntary Transfers - Involuntary transfers of employees may be made by the Employer when, in its judgment, such transfers are necessary for the efficient operation of the School System. Employees so transferred will be notified, as soon as practicable, of the reasons for the employee's transfer and, at the employee's request, shall be entitled to a conference with the Superintendent or the Superintendent's designee to discuss such reasons. Those employees involuntarily transferred from one category (K-5, 6-8, 9-12) to another will have their seniority added to their new category.

Involuntary transfers will be made as follows: (a) The Employer will attempt to reduce staff by normal attrition; (b) employees needed to maintain existing program continuity will be retained without regard to their seniority; and, (c) the employer shall then consider the remaining employees' (1) qualifications and ability to perform the work required, and (2) seniority in the particular categories, and if qualifications and ability are equal among affected employees, seniority shall govern.

10.8 - Temporary Transfers - Nothing in this Agreement shall be construed as restricting the Employer from exercising its right to temporarily fill any vacancies, or to hire employees from outside the District.

10.9 - Transferred Employees Rights - Employees, voluntarily or involuntarily transferred will maintain their current position on the salary schedule, seniority and fringe benefits. Extra duty assignment transfers may be excluded.

ARTICLE XI - LAYOFF PROCEDURES

11.1 - Lay Offs - In the event the Employer determines that employees must be laid off, the following procedures will be followed:

Employees with less than two years seniority - Employees with less than two (2) full years of experience in the Bettendorf Community School District may be laid off or terminated at the discretion of the Employer.

Employees with more than two years' seniority may be laid off within the following categories:

Grades PreK-5: Classroom teacher and Reading

Grades 6-8 within individual curricular area: Family/Consumer Science; Health; Language Arts; Mathematics; Modern Language; Reading; Science; Social Studies; and Speech. Classroom teachers whose teaching assignment does not fit into the above mentioned curricular areas will receive seniority as 6-8 Teacher. Classroom teachers will acquire one year of seniority in the category/area in which the instructor was hired to teach for each year of employment in the district.

Grades 9-12 within individual curricular area: Business; Cooperative/Vocational Education; Drama; Driver Education; Family/Consumer Science; Health; Industrial Technology; Language Arts; Mathematics; Modern Language; Reading; Science; Social Studies; and Speech

Grades K-12: Art; At Risk; Guidance; Instrumental Music; Library Media; Nurses; Outdoor Education; Physical Education; Special Education; Special Reading; TAG; and Vocal Music.

Procedures - Layoffs will be made within the above categories on the following basis: (a) the Employer will attempt to reduce staff within such categories by normal attrition;

(b) employees needed to maintain existing program continuity will be retained without regard to their seniority; and, (c) the employer shall then consider the remaining employees; (1) qualifications and ability to perform the work required, and (2) seniority in the particular categories, and if qualifications and ability are equal among affected employees, seniority shall govern.

11.2 - Recall - Laid off employees shall advise the Superintendent of their current address. If vacancies occur in the categories set forth above and employees have been laid off within these categories, the employer shall recall employees within the categories set forth above in the inverse order of layoff. If two (2) years have elapsed since their layoff, they shall have no recall rights. If an employee fails to notify the Superintendent or the Superintendent's designee of a change of address or fails within five (5) days of receipt of notice of recall to advise the Superintendent or the Superintendent's designee of the employee's desire and availability to return to work, any recall rights shall terminate.

An employee may be recalled to a part-time position, but recall rights to a full-time position will continue for the two (2) year period from the date of layoff. Failure to accept a part-time position does not jeopardize the employee's recall rights to a full-time position for the two (2) year period. The effective date of recall shall be considered August 15.

ARTICLE XII- TEACHER EVALUATION PROCEDURES

12.1 - Tier I and Tier II Notification - Within five (5) weeks after the beginning of each school year, the designated building administrator shall acquaint teachers with the evaluation procedures, Iowa Teaching Standards and Criteria, forms to be used, and the timelines. No formal evaluations shall take place until such explanation has occurred. At the same time, all teachers shall be notified who their designated evaluator shall be, where they are in the evaluation cycle, and where their group is in the evaluation process.

12.2 - Tier I: Beginning Teacher and Experienced Teacher New to the District - The purpose of the Tier I Cycle is to assist beginning teachers and teachers new to the district in becoming contributing members of the Bettendorf Community School District staff. Focused upon the first two to three years of employment, it shall include the following components:

- Mentoring
- Classroom observations
- Portfolio development
- Evidence of meeting the Iowa Teaching Standards and Criteria for purposes of licensure.

The first three (3) years of a newly licensed teacher's contract shall be a probationary period. Teachers new to the District will be considered probationary, for purposes of evaluation, for at least the first two years in the District.

The following process will be utilized:

- Tier I teachers shall be formally evaluated during both the first and second semesters. The 1st sequence shall occur no later than the end of the first semester and a minimum of one observation sequence shall occur during the second semester. These evaluations shall include pre-observation conferences, classroom observations, and post-observation conferences that include discussion of the Iowa Teaching Standards and Criteria and a written summary that will be provided to the teacher. This process will occur within a reasonable time.
- The teacher shall complete pre-conference and post-conference forms. The evaluator shall document the classroom observations and the conferences. Both the teacher and evaluator shall receive copies of the forms.
- By the end of the first semester, following the first formal observation, the evaluator shall begin to complete the Comprehensive Evaluation Summative Form by addressing criteria observed (1) during the observation(s), (2) in written materials (artifacts) developed by the teacher, and (3) in the conferences.
- By the end of January, the evaluator and teacher shall meet to identify the teacher's current status in meeting the eight Iowa Teaching Standards and to discuss the resources and information that could be used in future activities relating to the comprehensive evaluation.
- When the teacher meets all eight of the Iowa Teaching Standards, the evaluator shall indicate so on the Comprehensive Evaluation Summative Form and provide the Tier I teacher with a signed copy.
- If the evaluator determines that the Tier I teacher has not met all eight standards, then the evaluator shall identify in writing which standard(s) have not been met. The evaluator and teacher jointly determine what information the evaluator needs in order to indicate that the teacher meets all eight standards.
- A recommendation for a third year of mentoring shall be made only after completion of the comprehensive evaluation. The Tier I cycle may be extended to a third year if the District determines that additional support is needed in meeting the Iowa Teaching Standards and that the teacher is likely to be successful by the end of the third year of eligibility.
- The teacher may respond in writing to any aspect of the comprehensive evaluation. The District shall preserve this evaluation and any responses and its contents in the teacher's evaluation file and will be available to the teacher upon request.
- Teachers hired after the start of a school year shall follow the same evaluation process with the timelines adjusted accordingly.

12.3 - Grievance procedures relating to job performance or job retention do not apply during the first two years of the probationary period unless the teacher already successfully completed a probationary period in an Iowa school district. If a beginning teacher is not recommended for licensure, that teacher may appeal to an adjudicator.

12.4 - Termination of a probationary teacher's contract will be forthcoming if the teacher fails to meet the Iowa Teaching Standards and criteria.

12.5 - Tier I teachers who request and are granted a **voluntary transfer** will automatically be placed on a third year of probation.

12.6 - Tier II Teacher - The Tier II teacher holds a standard license and has successfully completed the Tier I cycle in the Bettendorf Community School District. The purpose of Tier II is to extend and enrich the professional learning and growth of all teachers and significantly impact organizational performance. In addition to developing and supporting the professional development of teachers, on-going assessment of the teachers' mastery of the Iowa Teaching Standards is accomplished. The individual teacher's plan will address the same skills and practices that are being studied collectively with the building as part of the District Career Development Plan (DCDP).

12.7 - Definition of District Career Development Plan (DCDP) - The DCDP is included in the Comprehensive School Improvement Plan (CSIP) and focuses on improving student learning. It engages all teachers in collective professional development. The needs of the student and their learning drive the decision-making and form the basis on which the professional development is designed, supported, and evaluated.

12.8 - Annual Career Development Plan Conference - A written review of the progress and the outcomes of the Individual Teacher Career Development Plan shall be developed by the individual/team and by the designated administrator. A conference shall be held no later than May 15. A copy of this individual Teacher Career Development Plan summary shall be placed in the individual's district file and in the case of a team plan; a copy of the team summary shall be placed in each individual team member's district file.

12.9 - Tier II: Performance Review - At least once every three years, Tier II teacher's performance shall be evaluated by a building administrator for purposes of:

- Assisting teachers in making continuous improvement
- Documenting continued competence with the Iowa Teaching Standards
- Determining whether the teacher's practice meets school district expectations for career advancement in accordance with section 284.7
- Collaborative development of individual/team professional growth plans
- Reflection and feedback on growth plan progress and impact
- Identifying teachers in need of assistance

The review shall include, at minimum:

- Classroom observation of the teacher and a review of the teacher's progress
- Review of the teacher's individual career development plan
- Supporting documentation from other teachers, students, parents, and evaluators
- Artifacts as evidence of teaching practices

Each standard's criteria need not be rated but shall be used as a reference point for gathering evidence of overall performance on each standard.

One-third of the teaching staff in a building shall be evaluated annually through the performance review. All teachers shall have at least one conference annually with their designated building administrator in order to review progress toward student achievement goals and individual career development plans.

12.10 - Tier II: Classroom Observation - Tier II teachers shall be formally observed by their building administrator at least once during the performance review cycle. The observation will occur at a mutually agreed upon time, if feasible. The formal observation shall occur prior to March 30. The observation shall focus on teacher progress with the Iowa Teaching Standards and the Career Development Plan. The observation shall include a pre-conference and a feedback conference. The District shall provide a form for the summative evaluation report.

12.11 - Performance Review Conference - A summative performance review shall be held at least once every three years on or before May 15. The written performance review must be submitted by the evaluator to the Office of Human Resources and placed in the teacher's file. Prior to the filing of the performance review, the evaluator and teacher will have a conference to review the written evaluation. This written evaluation will be based on the evaluator's professional judgment regarding the teacher's overall performance in meeting the Iowa Teaching Standards and the expectations of the District. The staff member shall sign and receive a copy of the performance review. The teacher's signature indicates that the staff member and the evaluator have discussed the evaluation together and that the teacher is aware of the contents of the review, not necessarily agreement with its content.

12.12 - Annual Conference - The annual conference shall be held no later than May 15. A copy signed by both parties shall not necessarily mean agreement with the evaluation, but rather awareness of the content.

12.13 - Responses - If a Tier II teacher believes the teacher's formal evaluation is incomplete, inaccurate, or unjust, the teacher may set forth the objections in writing and have them attached to the evaluation report to be placed in the teacher's personnel file. The file copy of such objections shall be signed by both parties to indicate awareness of content.

12.14 - Complaint - Any complaints placed in a teacher's file(s) shall be called to his/her attention within five days of placement. The teacher has the right to respond to all complaints—said responses being attached to the original.

12.15 - Remedy - A Tier II teacher shall have the right to grieve all evaluations, through Article VI of this Agreement. This right to grieve shall include the right to challenge evaluations as unfair, unjust, or inaccurate. A school district shall not be obligated to process any evaluation grievance after service of a notice and recommendation to terminate an individual's continuing contract in accordance with chapter 279. A teacher may appeal an evaluator's decision to an adjudicator under the process established under section 279.17. The decision of the adjudicator is final.

12.16 – Transfers - All Tier II teachers who have changed subject areas or who have transferred to a different school will be formally evaluated at least one time during the second semester.

12.17 - Tier III Intensive Assistance - If a supervisor or an evaluator determines, at any time, as a result of a teacher's performance that the teacher is not meeting district expectations under the Iowa Teaching Standards specified in section 284.3, subsection 1, paragraphs "a" through "g", the criteria for the Iowa Teaching Standards developed by the department in accordance with section 256.9, subsection 50, and any other standards or criteria established in the collective bargaining agreement, the evaluator shall, at the direction of the teacher's supervisor, recommend to the district that the teacher participate in an intensive assistance program. The intensive assistance program and its implementation are not subject to negotiation or grievance procedures established pursuant to chapter 20.

Tier III teachers may not be transferred to another school during that phase.

The District shall take action to move towards a recommendation for non-renewal of contract for teachers who have gone through an Intensive Assistance Plan and have failed to meet the Iowa Teaching Standards and Criteria. Nothing precludes the District from initiating termination procedures at any time under Chapter 279 of Iowa Code for just cause or for conduct that falls under Standard 8 regarding professional and ethical conduct.

ARTICLE XIII - LEAVES

13.1 - Personal Leave - Each employee will be allowed two (2) days leave without loss of pay each school year, provided the employee's immediate supervisor is given five (5) work days advance notice (except in the case of emergency). In addition, personal leave may not be taken before or after any holiday, fall, winter or spring breaks or during the first or last week of the school year. However, permission may be granted by the Superintendent or designee in exceptional cases. Decisions regarding such exceptional cases are not grievable.

At the end of each school year, up to two (2) days of unused personal leave will be carried over to an accumulated maximum of four (4) days available in the next school year. Any unused personal leave beyond that will be converted to sick leave.

13.2 - Sick Leave - Employees shall be granted fifteen (15) days of absence with pay for personal illness or injury not covered by worker's compensation, per year. Sick leave is cumulative with no loss or limitation. Each year's allotted sick leave is initiated upon the employee's first day of work for that school year. An employee may be required to present medical proof of sickness, injury, or inability to return to work for absences of five (5) consecutive days or more; however, in cases of suspected abuse the employee shall be informed of such suspicion and that medical proof may be required on subsequent absence, in addition to any disciplinary action that may be taken.

13.3 - Non-critical Family Illness Leave - An employee, upon application to and approval by the Superintendent or the Superintendent's designee, shall be granted up to five (5) days of emergency leave each school year without loss of pay for serious, critical, or non-critical

illness in the employee's immediate family (defined as the employee's spouse, child, parent, brother, sister, father-in-law or mother-in-law). In the event that all non-critical family illness leave has been used, up to five (5) days of additional leave shall be taken from the employee's available sick leave. An employee may be required to present medical proof of sickness for absences of five (5) consecutive day or more; however, in cases of suspected abuse the employee shall be informed of such suspicion and that medical proof may be required on subsequent absence, in addition to any disciplinary action that may be taken. See also Compassion Leave 13.5.

13.4 - Bereavement Leave - An employee shall be granted up to seven (7) working days leave of absence with pay in the event of a death in the employee's immediate family, which is defined as the employee's spouse, child, parent, brother, sister, father-in-law, or mother-in-law. An employee shall be granted up to two (2) days leave of absence with pay in the event of a death of the employee's grandparents, spouse's grandparents, son-in-law, daughter-in-law, sister-in-law, brother-in-law, grandchildren, aunts, uncles, nieces, or nephews. Adopted children and step relatives are included in the above leaves. Non-consecutive bereavement leave may be taken with at least five (5) work days notice to the Office of Human Resources. See also Compassion Leave 13.5. (See Letter of Understanding)

13.5 - Compassion Leave - Where all existing leave has been used or that leave is not appropriate to the situation, an employee, may, upon application to and approval by the Superintendent or the Superintendent's designee, be granted compassion leave, i.e., when a unique relationship or care-giving responsibility exists (which would not be precedent setting, would not be subject to grievance and would occur with no loss of seniority or experience previously established).

When an Employee has a domestic partner, the Superintendent or Superintendent's designee may provide the Employee the leave allowed for a spouse under the subsections 13.3 and 13.4

13.6 - Professional Leave - Employees may be permitted to attend professional conferences, seminars or meetings or to visit other schools, for work related purposes, upon advance approval by the Superintendent or the Superintendent's designee, pending availability of guest teacher. Employees authorized to engage in such activities may be allocated appropriate travel, meal, lodging and registration expenses upon application to and approval by the Superintendent or the Superintendent's designee.

13.7 – Jury and Witness Duty – Any employee required to perform jury duty or to appear to testify (including proceedings where an employee's attendance is required by the Employer) during an Employee's working time shall be granted leave for such purpose and shall receive the difference in compensation between the employee's normal compensation and compensation received from such duty. Personal leave will be used for attendance in judicial proceedings initiated by the employee.

13.8 - Association Leave - Officers of the Association, or employees selected to attend the Iowa State Education Association's Delegate Assembly, or to attend conferences, seminars or meetings of the Iowa State Education Association or the National Education Association, shall be granted a cumulative total of up to eighteen (18) working days leave with pay each school year upon ten (10) days advance written notice to the appropriate building principal.

13.9 - Parental Leave - Extended unpaid leaves of absence may be granted for reasons of parental responsibility upon written request to the Superintendent or Superintendent's designee. The leave, if granted, shall be for the entire year or for the conclusion of the semester during which the leave commenced or for the conclusion of the school year. If the request is for the entire year, such request shall be made no later than March 1 for the following year in which the request is made. If the request for leave shall be for the conclusion of the semester during which the leave will commence or for the conclusion of the school year, the request shall be made at least two months prior to the date of anticipated need.

Such leave shall be with no credit toward salary or seniority increments and without fringe benefits. Employees returning from such leave shall retain all experience credit previously established and sick leave accumulated prior to the commencement of such leave. Insurance benefits may be continued by the employee upon payment of premiums to the Employer and acceptance by the carrier. It is understood and agreed that such leave constitutes no guarantee that such employee will be assigned to the employee's former position at the conclusion of such leave, only that the employee will be returned to a position for which proper certification is held. Unless notification of intent to return is furnished by March 1 of the year of the leave, a teaching position with the Bettendorf Community School District will not be held.

The leave must be for the approved specified time period unless mutual agreement is reached between the employee and the Superintendent for early reinstatement.

13.10 - Family Illness - An employee may be granted a one (1) year unpaid leave of absence with no credit toward salary increments or accumulation of fringe benefits upon approval of the Superintendent for the purpose of caring for a sick or injured member of the employee's immediate family, as defined in Article 13.3 of this Article. Such request shall be made no later than March 1 for the following year in which the leave will be taken. Documentation by a medical doctor will be required to be accompanied with this request for leave. Such leave shall be with no credit toward salary or seniority increments and without fringe benefits. Employees returning from such leave shall retain all experience credit previously established and sick leave accumulated prior to the commencement of such leave. Insurance benefits may be continued by the employee upon payment of premiums to the Employer and acceptance by the carrier. It is understood and agreed that such leave constitutes no guarantee that such employee will be assigned to the employee's former position at the conclusion of such leave, only that the employee will be returned to a position for which proper certification is held. Unless notification of intent to return is furnished by March 1 of the year of the leave, a teaching position with the Bettendorf Community School District will not be held. The leave must be for the approved specified time period unless mutual agreement is reached between the employee and the Superintendent for early reinstatement.

13.11 - Graduate Study Leave - Upon written application to the Superintendent or the Superintendent's designee, made on or before March 1st, an employee with four years service in the Bettendorf Community School District may be granted a one year unpaid leave of absence for graduate study during the following school year. The Superintendent may approve such requests when appropriate documentation of the graduate study program is submitted from the college or university in which the teacher has enrolled. The graduate

study program must be related to teaching. Such leave shall be with no credit toward salary or seniority increments and without fringe benefits. Half-time leaves or leaves shorter than one year will be granted only upon approval of the Superintendent. Leaves shall be granted by order of notice, and a maximum of three (3) such leaves (a maximum of two [2] in any department) shall be granted in any one school year. Employees returning from such leave shall retain all experience credit previously established and sick leave accumulated prior to the commencement of such leave. Insurance benefits may be continued by the employee upon payment of premiums to the Employer and acceptance by the carrier. It is understood and agreed that such leave constitutes no guarantee that such employee will be assigned to the employee's former position at the conclusion of such leave, only that the employee will be returned to a position for which proper certification is held. Unless notification of intent to return is furnished by March 1 of the year of the leave, a teaching position with the Bettendorf Community School District will not be guaranteed.

13.12 - Association Office Leave - An unpaid leave of absence shall be granted for up to two (2) years to an employee for the purpose of serving as the elected President of the Iowa State Education Association or the National Education Association. Such leave shall be with no credit toward salary or seniority increments and without fringe benefits. Employees returning from such leave shall retain all experience credit previously established and sick leave accumulated prior to the commencement of such leave. Insurance benefits may be continued by the employee upon payment of premiums to the Employer and acceptance by the carrier. It is understood and agreed that such leave constitutes no guarantee that such employee will be assigned to the employee's former position at the conclusion of such leave, only that the employee will be returned to a position for which proper certification is held.

Written notification of such leave shall be made to the Board of Education no later than March 1st of the school year preceding the commencement of such leave. An employee who intends to return to employment with the Bettendorf Community School District at the termination of such leave shall provide the Board of Education with written notification of that intention by March 1st of the school year in which the year leave terminates. No employee shall be granted more than one (1) such leave while in the employ of the Bettendorf Community School District.

13.13 - Public Office - An employee who is elected to a municipal, county, state or federal office shall, upon written application to the Employer, be granted an unpaid leave of absence of up to four (4) consecutive years except where prohibited by law. Such leave shall be with no credit toward salary or seniority increments and without fringe benefits. Employees returning from such leave shall retain all experience credit previously established and sick leave accumulated prior to the commencement of such leave. Insurance benefits may be continued by the employee upon payment of premiums to the Employer and acceptance by the carrier. It is understood and agreed that such leave constitutes no guarantee that such employee will be assigned to the employee's former position at the conclusion of such leave, only that the employee will be returned to a position for which proper certification is held.

13.14 – Family Medical Leave Act. The District shall comply with the provisions of the Family Medical Leave Act, consistent with Board Policy.

ARTICLE XIV - PROFESSIONAL DEVELOPMENT

14.1 - Required Education: Employees must hold a current, valid teaching certificate from the State of Iowa.

14.2 - Salary Adjustments- Upon successful completion of any approved course or in-service during the previous ten years, the employee shall notify the Superintendent or Superintendent's designee by September 10th of the following year, that the employee is eligible to receive credit toward an educational lane change on the salary schedule. The salary change will first appear on the October paycheck with an amount equal to the September and October stipends. The remaining amount will be divided equally among the remaining paychecks for the school year.

- a. Graduate Coursework Credit - Only graduate courses from recognized colleges or universities may be applied toward advancement on the salary schedule. All transcripts leading to the change must be official; student grade reports and copies of transcripts are not acceptable. This graduate credit must apply toward a graduate program and/or be in the subject area in which the staff member is presently engaged or be related to teaching. Unless the staff member is enrolled in an approved graduate degree program, all coursework must have prior, written approval from the Superintendent or the Superintendent's designee. To receive credit for graduate hours past the Masters Degree, courses must be completed after the Master's Degree is conferred. A staff member may move from one lane to another only after completion of the requisite degree program.
- b. In-service Credit - In order for an employee to receive credit for movement on the salary schedule for in-service participation, prior approval must be given. Each fifteen (15) clock hours of in-service shall be considered the same as one (1) graduate hour credit. Such in-service shall be outside the workday and voluntary.

Policies and Procedures Regarding Eligibility for In-service Credits:

1. Requirements for credit acceptance of in-service workshops, undergraduate courses, and courses outside a degree program:
 - Must have approval, prior to the start of the workshop, submitted to the Superintendent or the Superintendent's designee on a "Request/ Verification for Inservice or Graduate Credit" form.
 - Must relate to the instruction or co-curricular assignments in which the staff member is currently working or to which the district intends to assign the staff member, or must be related to teaching;
 - Must provide new knowledge, skills, or abilities;
 - Must contribute to the individual's professional growth;
 - If a college course is not taken for college credit, it may be pre-approved as an in-service workshop;
 - Upon completion of the workshop, the "Request/Verification for Inservice or Graduate Credit" form, with the signature of the instructor, should be submitted to the Superintendent or the Superintendent's designee.

2. The Staff Development Oversight Committee consisting of three BEA members, one administrator, and the Assistant Superintendent will meet regularly to certify workshops and courses for district credit eligibility and to oversee in-service training and staff development issues, initiatives and planning.
3. A staff member may complete no more than five (5) in-service credits in a twelve-month period.
4. Up to 50% of the credits needed for advancement on the salary schedule may be approved Inservice Credit or approved Undergraduate Credit courses; the other credits must be earned in graduate level courses as evidenced by official college/university transcripts.
5. No more than 15 clock hours or 1 graduate credit may be earned for any single workshop session or audited class.
6. Pre-approved in-service credit used for lane change must be used within ten years of completion of the course. Partial credits may be cumulative until the requirements for one in-service credit are met, as long as it meets the ten year limitation.
7. In-service credits will not be allowed in the following circumstances:
 - For work which was completed prior to employment in the Bettendorf Community School District;
 - For improvement activities for which the staff member received compensation or released time, including district-paid registration fees, travel reimbursement, scholarships, or stipends;
 - For state mandated retraining programs (child abuse, bloodborne pathogens, right to know);
 - Repeated workshops of same title or course description.
8. Appeal Process - The Assistant Superintendent will be responsible for administering the Inservice Credit Procedure. Appeals to decisions made by the Assistant Superintendent may be referred to the Staff Development Committee for further consideration. A final decision will be made collaboratively.

ARTICLE XV - WAGES AND SALARIES

15.1 - Schedule - The salary schedule for employees covered by this agreement is set forth in Schedule "C", attached hereto. In the event that the Legislature increases the employer's share of IPERS contribution, the increase in wages will be recalculated to result in the same TP% increase.

15.2 - Placement on the Salary Schedule

- a. Adjustment to Salary Schedule - Each employee shall be placed on the employee's proper step of the salary schedule as of the effective date of this Agreement and in

accordance with Paragraph "b" below. Any employee hired prior to the beginning of second semester of any school year shall be given full credit of one (1) year of service toward the next increment step for the following year provided they have taught (or are on approved leave) at least ninety (90) days in the contract year.

- b. Credit for Experience - Teaching experience, not to exceed two (2) years, in the military or business and industry, may be given upon verification and evaluation in placing a teacher new to the system on the salary schedule.

15.3 - Advancement of Salary Schedule

- a. Increments - Employees on the regular salary schedule shall be granted one increment or vertical step on the schedule for each year of successful service as determined by performance evaluation until the maximum for their educational classification is reached.
- b. Educational Lanes - An employee moving from one educational lane to a higher educational lane shall advance one step beyond the previous years' level, if such additional step is available on the salary schedule.

15.4 - Method of Payment

- a. Pay Periods - Employees will be paid once per calendar month no later than the twentieth (20th) of each month. Employees new to the Bettendorf Community School District on a regular contract (as defined in ARTICLE I 1.2) may request to be paid at the end of the completion of the first two weeks of work. The request must be made within the first week of employment. The remaining contract will be divided in twelve (12) equal installments.
- b. Exceptions - When a pay date falls on or during a school holiday, vacation or weekend, employees shall receive their pay checks on the last previous work day.
- c. Summer Checks - Summer checks, other than those for summer school teachers, will be mailed to the address designated by the employee.
- d. Employees shall be paid in twelve (12) equal monthly installments no later than the twentieth (20th) of each month commencing September 20 of each contract year. Employees may elect to receive their salary in ten (10) equal installments on the twentieth (20th) of each month commencing on September 20 of each contract year, upon submission of written application on the form prescribed by the District no later than August 25.

15.5 - Travel Expenses - Employees who are required to travel between school buildings or for other approved school purposes shall receive the state mileage rate for such purposes.

15.6 - Summer Employment - Professional staff employed during the summer months for the purposes of summer school teaching and/or curriculum writing shall be compensated at a rate of \$20.00 per hour.

15.7 - Supplemental Pay

- a. Approved Activities - The extra-curricular activities listed in Schedule "D" are official school sponsored activities.
- b. Rates of Pay - Employees assigned to extra-curricular duties shall be compensated according to Schedule "D", which is hereto and made a part thereof.
- c. Activity Passes - Each employee shall use their identification badge for admission to all school sponsored activities for the employee and his/her guest, except designated fund-raising projects, student musicals and variety shows, and all athletic tournaments. The employer shall determine the procedure for the issuance of identification badges.

15.8 - Phase II - The parties have agreed to distribution of Phase II dollars as outlined in Schedule E.

ARTICLE XVI - INSURANCE

- a. The Employer will provide to each employee and his/her family Health and Major Medical benefits equal to those provided in WELLMARK of Iowa Preferred Provider Option, known as Protector 250 Plan: \$250 single, \$500 family deductible; \$750 single, \$1,500 family maximum out-of-pocket including Preadmission Certification and Utilization Review. Drug Addiction and Alcoholism (#77500), and Nervous and Mental (#77500) clauses are included. The District will pay 100% of the cost of single coverage and 90% of the cost of family coverage.
- b. The Employer will provide to the employee Dental benefits equal to those provided in Delta Dental Plan of Iowa Group #77500-002. If available, the employee at his/her option may have the district deduct the premium difference between family and single dental insurance coverage from his/her check. Employees new to the district or returning from extended leave of absence shall be provided insurance coverage beginning September 1 or not later than one (1) month after initial employment or reemployment. Insurance coverage will be provided for each month in which an employee receives a payroll check.
- c. The Employer will provide to each employee \$35,000 of paid Life Insurance benefits.
- d. The Employer will provide to each employee Liability Insurance benefits equal to those provided in Employers Mutual Casualty Company policy #3D18640.
- e. The Employee will be required to purchase Long Term Disability Insurance benefits equal to those provided in Bankers Life Group policy #GLT 5994-262.
- f. 1) Any employee must work thirty (30) or more hours per normal work week to receive insurance benefits.

- 2) Current full time employees who are reduced voluntarily to less than 30 hours per normal work week will be allowed to purchase health insurance coverage through the District at the employee's expense.
- 3) Current full time employees who are reduced involuntarily to less than 30 hours per normal workweek will continue to be covered at the same benefit level as a full-time employee as long as they remain in continuous employment of the District.
(Approved leave and the three-year recall period count as continuous employment, although benefits are not received during these times.)

ARTICLE XVII - COMPLIANCE CLAUSES AND DURATION

17.1 - Individual Contracts - Any individual contract of employment between the Employer and an employee covered by this Agreement shall not be inconsistent with terms of this Agreement, and if any such individual contract is inconsistent with the terms of this Agreement, during its duration, shall control.

17.2 - Separability - If any provision of this Agreement is determined to be contrary to law, then such provision shall not be valid and subsisting, but all other provisions of this Agreement shall remain in full force and effect.

17.3 - Printing Agreement - Copies of this Agreement shall be printed at the expense of the Employer, and shall be given to all employees covered by this Agreement and to any new employees.

17.4 - Notices - Whenever any notice is required to be given to either the Employer or the Association under this Agreement, either party may do so by letter or fax at the following designated addresses:

The Employer:	Bettendorf Community School District P.O. Box 1150 Bettendorf, Iowa 52722
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Fax Number: 563-359-3685

The Association:	Home Address of the Association President
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17.5 - Complete Agreement - This Agreement constitutes the entire agreement between the parties hereto and any modifications of this Agreement shall be in writing and duly executed by both parties hereto. Such modifications may be made at any time by mutual agreement. In the absence of such agreement, neither party hereto shall have any duty or obligation to bargain with respect to any changes, modifications or additions to the Agreement during its life.

17.6 - Duration - This Agreement shall be effective from July 1, 2006, and shall continue in full force and effect until June 30, 2007.

In witness whereof the parties have caused this Agreement to be

signed by their respective presidents on the

21 day of June, 2006.

BY Cindy Ferguson, President
BETTENDORF EDUCATION ASSOCIATION

BY Bruce Anderson, President
BETTENDORF COMMUNITY SCHOOL DISTRICT

SCHEDULE "A"
Bettendorf Education Association
Membership – Payroll Deduction

Please make corrections and fill in below:

Name _____

Street Address _____

City _____ State _____ Zip _____ - _____

Home Phone _____ - _____ - _____

School Building _____ Phone _____ - _____ - _____

_____ I am full time _____ I am part-time (indicate percentage) _____ %

Dues:	National Education Association	\$ _____
	Iowa State Education Association	\$ _____
	Mississippi Bend UniServ	\$ _____
	Bettendorf Education Association	\$ _____

ISEA-PAC Is the political action committee that works for pro-education candidates and issues in Iowa. (\$15, choice) \$ _____

ISEA Scholarships Each year, ISEA presents scholarships to help sons and daughters of ISEA members pursue teaching degrees.
I would like to contribute (choice) \$ _____

NEA Fund for Children and Public Education

These are voluntary contributions used for contributions on behalf of friends of public education who are candidates for public office.

\$ _____
Total: \$ _____

_____ I will pay by check

_____ I wish to use Payroll Deduction I hereby request and authorize the Bettendorf Community School District Board of Education as my remitting agent to deduct from my earnings \$ _____ each month (beginning in October and completing within 9 months and shall continue for successive periods for one year unless revoked in writing by 30 days notice to my employer and to the Bettendorf Education Association) until this authorization is changed or revoked as provided herein, a sufficient amount to provide the monthly payment of the prevailing rates of dues which amount is to be remitted each month for me on my behalf to the Treasurer of the Bettendorf Education Association.

Signature: _____ Date ____ / ____ / ____

SCHEDULE "B"
GRIEVANCE REPORT

Distribution of Forms:

Date Filed: _____

- 1) Association
- 2) Employee
- 3) Appropriate Supervisor
- 4) Superintendent

SCHOOL DISTRICT _____

BUILDING _____

Name of Aggrieved Person

LEVEL I

A. DATE VIOLATION OCCURRED _____

B. SECTION(S) OF CONTRACT OR POLICY VIOLATED _____

C. STATEMENT OF GRIEVANCE _____

D. RELIEF SOUGHT _____

(SIGNATURE)

(DATE)

E. DISPOSITION BY PRINCIPAL OR IMMEDIATE SUPERVISOR:

(Signature of Principal/Immediate Supervisor)

(Date)

LEVEL II

A. _____
(Signature of Aggrieved Person) (Date received by Superintendent)

B. DISPOSITION BY SUPERINTENDENT OR DESIGNEE:

(Signature of Superintendent or Designee) (Date)

LEVEL III

A. _____
(Signature of Aggrieved Person)

(Signature of Association President)

B. _____
(Date Submitted to Arbitration)

(Date Received by Arbitrator)

C. Disposition and Award of Arbitrator

(Signature of Arbitrator) Date of Decision

BOARD GRIEVANCE POLICY (#405.5) FORM

A. _____
Signature of Aggrieved Person

Date Received by Board

B. _____
Signature of Association President

C. Disposition by Board

Signature of Board President

Date

Bettendorf Community School District
2006/2007 Salary Schedule- "C"- Base Salary \$25,500

Step	Index	BA	Index	BA+15	Index	BA+30	Index	MA	Index	MA+15	Index	MA+30	Index	MA+45
0	1.000	25,500	1.050	26,775	1.100	28,050	1.180	30,090	1.230	31,365	1.280	32,640	1.330	33,915
0.5	1.020	26,010	1.070	27,285	1.120	28,560	1.205	30,728	1.255	32,003	1.305	33,278	1.355	34,553
1	1.040	26,520	1.090	27,795	1.140	29,070	1.230	31,365	1.280	32,640	1.330	33,915	1.380	35,190
1.5	1.065	27,158	1.115	28,433	1.165	29,708	1.255	32,003	1.305	33,278	1.355	34,553	1.405	35,828
2	1.090	27,795	1.140	29,070	1.190	30,345	1.280	32,640	1.330	33,915	1.380	35,190	1.430	36,465
2.5	1.115	28,433	1.165	29,708	1.215	30,983	1.305	33,278	1.355	34,553	1.405	35,828	1.455	37,103
3	1.140	29,070	1.190	30,345	1.240	31,620	1.330	33,915	1.380	35,190	1.430	36,465	1.480	37,740
3.5	1.165	29,708	1.215	30,983	1.265	32,258	1.355	34,553	1.405	35,828	1.455	37,103	1.505	38,378
4	1.190	30,345	1.240	31,620	1.290	32,895	1.380	35,190	1.430	36,465	1.480	37,740	1.530	39,015
4.5	1.215	30,983	1.265	32,258	1.315	33,533	1.405	35,828	1.455	37,103	1.505	38,378	1.555	39,653
5	1.240	31,620	1.290	32,895	1.340	34,170	1.430	36,465	1.480	37,740	1.530	39,015	1.580	40,290
5.5	1.265	32,258	1.315	33,533	1.365	34,808	1.455	37,103	1.505	38,378	1.555	39,653	1.605	40,928
6	1.290	32,895	1.340	34,170	1.390	35,445	1.480	37,740	1.530	39,015	1.580	40,290	1.630	41,565
6.5	1.315	33,533	1.365	34,808	1.415	36,083	1.505	38,378	1.555	39,653	1.605	40,928	1.655	42,203
7	1.340	34,170	1.390	35,445	1.440	36,720	1.530	39,015	1.580	40,290	1.630	41,565	1.680	42,840
7.5	1.365	34,808	1.415	36,083	1.465	37,358	1.555	39,653	1.605	40,928	1.655	42,203	1.705	43,478
8	1.390	35,445	1.440	36,720	1.490	37,995	1.580	40,290	1.630	41,565	1.680	42,840	1.730	44,115
8.5	1.415	36,083	1.465	37,358	1.515	38,633	1.605	40,928	1.655	42,203	1.705	43,478	1.755	44,753
9	1.440	36,720	1.490	37,995	1.540	39,270	1.630	41,565	1.680	42,840	1.730	44,115	1.780	45,390
9.5	1.465	37,358	1.515	38,633	1.565	39,908	1.655	42,203	1.705	43,478	1.755	44,753	1.805	46,028
10	1.490	37,995	1.540	39,270	1.590	40,545	1.680	42,840	1.730	44,115	1.780	45,390	1.830	46,665
10.5	1.515	38,633	1.565	39,908	1.615	41,183	1.705	43,478	1.755	44,753	1.805	46,028	1.855	47,303
11	1.540	39,270	1.590	40,545	1.640	41,820	1.730	44,115	1.780	45,390	1.830	46,665	1.880	47,940
11.5	1.545	39,398	1.600	40,800	1.655	42,203	1.755	44,753	1.805	46,028	1.855	47,303	1.905	48,578
12	1.550	39,525	1.610	41,055	1.660	42,330	1.780	45,390	1.830	46,665	1.880	47,940	1.930	49,215
12.5					1.670	42,585	1.805	46,028	1.855	47,303	1.905	48,578	1.955	49,853
13					1.680	42,840	1.830	46,665	1.880	47,940	1.930	49,215	1.980	50,490
13.5							1.855	47,303	1.905	48,578	1.955	49,853	2.005	51,128
14							1.880	47,940	1.930	49,215	1.980	50,490	2.030	51,765
14.5							1.905	48,578	1.955	49,853	2.005	51,128	2.055	52,403
15							1.930	49,215	1.980	50,490	2.030	51,765	2.080	53,040
15.5							1.940	49,470	1.990	50,745	2.055	52,403	2.105	53,678
16							1.950	49,725	2.000	51,000	2.080	53,040	2.130	54,315
16.5											2.090	53,295	2.140	54,570
17											2.100	53,550	2.150	54,825

LONGEVITY INCREMENT: Those employees in the **BA**, **BA+15**, and **BA+30** salary lanes will receive a longevity increment of **6% of Base Salary (\$1,530)** for 18 years of experience credit service, and 3% of Base Salary or cumulatively **9% (\$2,295)** for 21 years of experience credit service provided they would have been eligible for the 18th 'step', or the 21st 'step' if such steps existed in those lanes.

Those employees in the **MA** and **MA+15** salary lanes will receive a longevity increment of **6% of Base Salary (\$1,530)** for 18 years of experience credit service, 6% or cumulatively **12% (\$3,060)** for 21 years of experience credit service, and 4% or cumulatively **16% (\$4,080)** for 24 years of experience credit service provided they would have been eligible for the 18th 'step', the 21st 'step', or the 24th 'step' if such steps existed in those lanes.

Those employees in the **MA+30**, and **MA+45** salary lanes will receive a longevity increment of **7% of Base Salary (\$1,785)** for 18 years of experience credit service, 6% or cumulatively **13% (\$3,315)** for 21 years of experience credit service, and 4% or cumulatively **17% (\$4,335)** for 24 years of experience credit service provided they would have been eligible for the 18th 'step', the 21st 'step', or the 24th 'step' if such steps existed in those lanes.

Salary Schedule Non-Degree

Base Salary \$25,500

<u>STEP</u>	<u>INDEX</u>	<u>NON-DEGREE</u>
0	0.83	\$21,165
1	0.85	\$21,675
2	0.87	\$22,185
3	0.89	\$22,695
4	0.91	\$23,205
5	0.93	\$23,715
6	0.95	\$24,225
7	0.97	\$24,735
8	0.99	\$25,245
9	1.01	\$25,755
10	1.03	\$26,265
11	1.05	\$26,775
12	1.07	\$27,285

SCHEDULE D ASSIGNMENTS - 2005/2006

SCHEDULE D ASSIGNMENT	INDEX	AMOUNT
Head Varsity Football	0.2500	\$6,376
Assistant Varsity Football	0.1500	\$3,826
Head Sophomore (10th) Football	0.1500	\$3,826
Assistant Sophomore (10th) Football	0.1000	\$2,550
Head Freshman (9th) Football	0.1000	\$2,550
Assistant Freshman (9th) Football	0.0900	\$2,295
Head of 8th grade Football Program	0.0050	\$128
Head 8th grade Football	0.0900	\$2,295
Assistant 8th grade Football	0.0700	\$1,785
Head 7th grade Football	0.0800	\$2,040
Head Varsity Basketball, Girls	0.2500	\$6,375
Head Varsity Basketball, Boys	0.2500	\$6,375
Assistant Varsity Basketball, Girls	0.1500	\$3,826
Assistant Varsity Basketball, Boys	0.1500	\$3,826
Head Sophomore (10th) Basketball, Girls	0.1500	\$3,826
Head Sophomore (10th) Basketball, Boys	0.1500	\$3,826
Assistant Sophomore (10th) Basketball, Girls	0.1000	\$2,550
Assistant Sophomore (10th) Basketball, Boys	0.1000	\$2,550
Head Freshman (9th) Basketball, Girls	0.1000	\$2,550
Head Freshman (9th) Basketball, Boys	0.1000	\$2,550
Head of Basketball Program, Girls (MS)	0.0050	\$128
Head of Basketball Program, Boys (MS)	0.0050	\$128
Head 8th grade Basketball, Girls	0.0900	\$2,295
Head 8th grade Basketball, Boys	0.0900	\$2,295
Head 7th grade Basketball, Girls	0.0900	\$2,295
Head 7th grade Basketball, Boys	0.0900	\$2,295
Assistant 7th & 8th grade Basketball, Girls	0.0400	\$1,020
Assistant 7th & 8th grade Basketball, Boys	0.0400	\$1,020
Head Varsity Wrestling	0.1700	\$4,335
Assistant Varsity Wrestling	0.1100	\$2,805
Head Sophomore (10th) Wrestling	0.1100	\$2,805
Assistant Sophomore (10th) Wrestling	0.1000	\$2,550
Head Freshman (9th) Wrestling	0.1000	\$2,550
Head 7th & 8th grade Wrestling	0.0900	\$2,295
Assistant 7th & 8th grade Wrestling	0.0850	\$2,168
Head Varsity Cross Country, Girls	0.1700	\$4,335
Head Varsity Cross Country, Boys	0.1700	\$4,335
Head Varsity Track, Girls	0.1700	\$4,335
Head Varsity Track, Boys	0.1700	\$4,335
Assistant Varsity Track, Girls	0.1100	\$2,805
Assistant Varsity Track, Boys	0.1100	\$2,805
Head Freshman (9th) Track	0.0900	\$2,295
Head 7th & 8th grade Track, Girls	0.0700	\$1,785
Head 7th & 8th grade Track, Boys	0.0700	\$1,785
Assistant 7th & 8th grade Track, Girls	0.0600	\$1,530
Assistant 7th & 8th grade Track, Boys	0.0600	\$1,530
Head Varsity Baseball	0.1700	\$4,335
Assistant Varsity Baseball	0.1100	\$2,805
Head Sophomore (10th) Baseball	0.1100	\$2,805
Head Freshman/Assistant Sophomore Baseball	0.1000	\$2,550
Head Varsity Softball	0.1700	\$4,335
Assistant Varsity Softball	0.1100	\$2,805
Head Sophomore Softball	0.1100	\$2,805
Head Freshman/Assistant Sophomore Softball	0.1000	\$2,550
Head Varsity Golf, Girls	0.1700	\$4,335
Head Varsity Golf, Boys	0.1700	\$4,335
Head Varsity Tennis, Girls	0.1700	\$4,335
Head Varsity Tennis, Boys	0.1700	\$4,335

SCHEDULE D ASSIGNMENTS - 2005/2006

SCHEDULE D ASSIGNMENT	INDEX	AMOUNT
Head Varsity Soccer, Girls	0.1700	\$4,335
Head Varsity Soccer, Boys	0.1700	\$4,335
Assistant Varsity Soccer, Girls	0.1100	\$2,805
Assistant Varsity Soccer, Boys	0.1100	\$2,805
Head Varsity Swimming, Girls	0.1700	\$4,335
Head Varsity Swimming, Boys	0.1700	\$4,335
Assistant Varsity Swimming, Girls	0.1100	\$2,805
Assistant Varsity Swimming, Boys	0.1100	\$2,805
7th & 8th grade Swimming, Girls	0.0680	\$1,734
7th & 8th grade Swimming, Boys	0.0680	\$1,734
Head Varsity Volleyball	0.1700	\$4,335
Assistant Varsity/Head Sophomore Volleyball	0.1100	\$2,805
Head Freshman (9th) Volleyball	0.0900	\$2,295
Head 8th grade Volleyball	0.0800	\$2,040
Head 7th grade Volleyball	0.0800	\$2,040
Assistant 7th & 8th grade Volleyball	0.0400	\$1,020
Head of Volleyball Program (MS)	0.0050	\$128
Varsity Trainer	0.2800	\$7,140
Equipment Manager	0.1450	\$3,698
Head Intramural Program (MS)	0.1580	\$4,029
Director Elementary PE/Intra-Extramural	0.1580	\$4,029
5th grade Intra-Extramural	0.1520	\$3,876
Athletic Director (MS)	0.2500	\$6,375
Intramurals (HS)	0.0570	\$1,454
Assitant Intramural (MS/Fall)	0.0380	\$969
Assitant Intramural (MS/Early Spring)	0.0380	\$969
Assitant Intramural (MS/Late Spring)	0.0380	\$969
Assitant Intramural (MS/Football)	0.0380	\$969
Assitant Intramural (MS/Football)	0.0380	\$969
Assitant Intramural (MS/Basketball)	0.0380	\$969
Assitant Intramural (MS/Wrestling)	0.0380	\$969
Cheerleading (HS)	0.2000	\$5,100
Assistant Cheerleading (HS)	0.0900	\$2,295
Cheerleading (MS)	0.0570	\$1,454
Dance/Drill Team Supervisor (HS)	0.1500	\$3,826
Director of Band Programs	0.2500	\$6,375
Marching Band (HS)	0.0380	\$969
Instrumental Music (HS)	0.1400	\$3,570
Instrumental Music (MS)	0.0900	\$2,295
Instrumental Music (Elementary)	0.0900	\$2,295
Stage Band (HS)	0.0380	\$969
Stage Band (MS)	0.0380	\$969
Vocal Music (HS)	0.1400	\$3,570
Vocal Music (MS)	0.0400	\$1,020
Swing Choir (HS)	0.0380	\$969
Special Chorus (MS)	0.0380	\$969
Special Chorus (MS)	0.0380	\$969
Musical/Drama (HS)	0.0640	\$1,632
Musical/Drama Assistant (HS)	0.0320	\$816
Musical/Vocal (HS)	0.0640	\$1,632
Musical (MS)	0.0200	\$510
Drama (HS)	0.1750	\$4,462
Technical Director Dramatic Arts (HS)	0.0750	\$1,912
Drama Director (MS)	0.0400	\$1,020
Technical Director Dramatic Arts (MS)	0.0140	\$357
Debate (HS)	0.1510	\$3,851
Assistant Debate, (HS)	0.1200	\$3,060
Mock Trial	0.0320	\$816
Newspaper (HS)	0.1080	\$2,755

SCHEDULE D ASSIGNMENTS - 2005/2006

SCHEDULE D ASSIGNMENT	INDEX	AMOUNT
Newspaper (MS)	0.0750	\$1,913
Yearbook (HS)	0.1080	\$2,755
Club Sponsor (HS) (German)	0.0400	\$1,020
Club Sponsor (HS) (OECA)	0.0200	\$510
Club Sponsor (HS) (SAVE)	0.0400	\$1,020
Club Sponsor (HS) (Outdoor)	0.0400	\$1,020
Club Sponsor (HS) (HIV/AIDS)	0.0400	\$1,020
Club Sponsor (HS) (French)	0.0400	\$1,020
Club Sponsor (HS) (Thespian)	0.0400	\$1,020
Club Sponsor (HS) (Close-Up)	0.0400	\$1,020
Club Sponsor (HS) (Media)	0.0400	\$1,020
Club Sponsor (HS) (Art)	0.0400	\$1,020
Club Sponsor (HS) (National Honor Society)	0.0400	\$1,020
Club Sponsor (HS) (Key)	0.0400	\$1,020
Club Sponsor (HS) (SADD)	0.0400	\$1,020
Club Sponsor (HS) (Spanish)	0.0400	\$1,020
Club Sponsor (HS) (Science)	0.0400	\$1,020
Club Sponsor (HS) (AMICUS)	0.0200	\$510
Club Sponsor (HS) (Scholastic Bowl)	0.0400	\$1,020
Club Sponsor (MS) (Computer)	0.0400	\$1,020
Club Sponsor (MS) (Art)	0.0400	\$1,020
Club Sponsor (MS) (Science)	0.0400	\$1,020
Conflict Manager (Elementary)	0.0340	\$866
Severe & Profound Program Leader (Elementary)	0.2120	\$5,406
Foreign Trip Coordinator	0.0560	\$1,428
Foreign Trip Exchange	0.1130	\$2,882
GAPP (German/American Partnership)	0.1130	\$2,881
Head Nurse	0.0400	\$1,020
Lunchroom Supervision (Elementary)	0.0450	\$1,148
Lunchroom Supervision (MS)	0.0450	\$1,148
Lunchroom Supervision (HS)	0.0910	\$2,321
Safety Patrol, Elementary	0.0400	\$1,020
Planetarium Director	0.0910	\$2,321
Planetarium Assistant Director	0.0640	\$1,632
Student Council Sponsor (HS)	0.1500	\$3,826
Student Council Assistant Sponsor (HS)	0.0750	\$1,912
Student Council Sponsor (MS)	0.0400	\$1,020
Student Council Sponsor (Elem)	0.0200	\$510
Teacher Assistance Team	0.0249	\$635
Title 1 Coordinator	0.1330	\$3,392
Work Differential 1 increment =60 hours	0.0320	\$816
Elementary Curriculum Chairperson/Math	0.0400	\$1,020
Elementary Curriculum Chairperson/Science	0.0400	\$1,020
Elementary Curriculum Chairperson/Soc Studies	0.0400	\$1,020
Elementary Curriculum Chairperson/Lang Arts	0.0400	\$1,020
Elementary Curriculum Chairperson/Reading	0.0400	\$1,020
Elementary Curriculum Chairperson/Art	0.0400	\$1,020
Elementary Curriculum Chairperson/SpecEd	0.0400	\$1,020
Elementary Curriculum Chairperson/PE	0.0400	\$1,020
Middle School Curriculum Chairperson/Lang Arts	0.0550	\$1,403
Middle School Curriculum Chairperson/Math	0.0550	\$1,403
Middle School Curriculum Chairperson/Reading	0.0550	\$1,403
Middle School Curriculum Chairperson/Science	0.0550	\$1,403
Middle School Curriculum Chairperson/Soc Studies	0.0550	\$1,403
Team Leader, Middle School Houses Grades 6,7,8	0.0860	\$2,193
Team Leader (MS)/Allied Arts	0.0550	\$1,403
Team Leader (MS)/Vocal & Instrumental Music	0.0550	\$1,403
Team Leader (MS)/PE & Health	0.0550	\$1,403

SCHEDULE D ASSIGNMENTS - 2005/2006

SCHEDULE D ASSIGNMENT	INDEX	AMOUNT
Team Leader (MS)/SpecEd	0.0550	\$1,403
Team Leader (HS)/Lang Arts	0.0860	\$2,193
Team Leader (HS)/Soc Studies	0.0860	\$2,193
Team Leader (HS)/Mod Lang	0.0860	\$2,193
Team Leader (HS)/Art	0.0550	\$1,403
Team Leader (HS)/Fine Arts	0.0550	\$1,403
Team Leader (HS)/Business	0.0550	\$1,403
Team Leader (HS)/Industrial Arts	0.0550	\$1,403
Team Leader (HS)/Family Consumer Science	0.0550	\$1,403
Team Leader (HS)/Math	0.0860	\$2,193
Team Leader (HS)/Science	0.0860	\$2,193
Team Leader (HS)/Guidance	0.0550	\$1,403
Team Leader (HS)/SpecEd	0.0860	\$2,193
Team Leader (HS)/PE	0.0860	\$2,193
Team Leader (HS)/Library	0.0550	\$1,403
District Wide Curriculum Leader/6-12 Lang Arts	0.0800	\$2,040
District Wide Curriculum Leader/K-5 Lang Arts	0.0800	\$2,040
District Wide Curriculum Leader/Math	0.0800	\$2,040
District Wide Curriculum Leader/Reading	0.0800	\$2,040
District Wide Curriculum Leader/Science	0.0800	\$2,040
District Wide Curriculum Leader/Soc Studies	0.0800	\$2,040
District Wide Curriculum Leader/Art	0.0530	\$1,351
District Wide Curriculum Leader/Health	0.0530	\$1,351
District Wide Curriculum Leader/Library	0.0530	\$1,351
District Wide Curriculum Leader/Guidance	0.0530	\$1,351
District Wide Curriculum Leader/Music	0.0530	\$1,351
District Wide Curriculum Leader/PE	0.0530	\$1,351
District Wide Curriculum Leader/SpecEd	0.0530	\$1,351
District Wide Curriculum Leader/Mod Lang	0.0530	\$1,351
District Wide Curriculum Leader/Vocational	0.0530	\$1,351
District Wide Curriculum Leader/TAG	0.0530	\$1,351

SCHEDULE "E"

PHASE II DISTRIBUTION for THE BETTENDORF COMMUNITY SCHOOL DISTRICT and THE BETTENDORF EDUCATION ASSOCIATION

The Bettendorf Community School District and the Bettendorf Education Association agree to the following distribution formula for Phase II payment:

- I. Employees shall be placed annually upon an index schedule according to each one's education and experience, including longevity. Employees receiving Phase I supplements shall receive Phase II money equal to the difference between placement on the Phase II schedule and the Phase I supplement. In no instance shall employees receive both Phase I supplements and Phase II payments which total more than the Phase II schedule amount.
- II. The base dollar amount of the distribution formula shall be determined annually on the third Friday in September by dividing the total Phase II Supplement by the total index points of all teaching personnel, excluding substitutes, on the distribution schedule.
- III. The total dollars for distribution shall be determined annually on the third Friday in September based upon the formula for payment from the state and any Phase II money remaining from the previous year that was not paid out due to staff changes resulting from resignation, termination, or unpaid leaves of absence.
- IV. The index points of teaching personnel shall be computed on the basis of full-time equivalency (FTE) and less than full time employees' pay shall be prorated accordingly.
- V. Employees on an unpaid leave shall not receive Phase II payment.
- VI. Phase II payments shall not be subject to coverage under long term disability or workmen's compensation insurance as required by law.
- VII. Phase II payments shall be made monthly after receipt of the first payment in October and shall continue on a monthly basis through June, contingent upon receipt of the Phase II money from the state. In the event the Phase II payment from the state is reduced, then the payment to the teaching personnel shall be adjusted accordingly.
- VIII. Phase II payment shall be paid in the regular monthly check.
- IX. FICA and IPERS shall be deducted from the Phase II payments in accordance with the law.
- X. Phase II payment shall not be considered a portion of salary under the Early Retirement Policy.

PHASE II DISTRIBUTION SCHEDULE

<u>STEP</u>	<u>BA</u>	<u>BA+15</u>	<u>BA+30</u>	<u>MA</u>	<u>MA+15</u>	<u>MA+30</u>	<u>MA+45</u>
0	1.00	1.05	1.10	1.18	1.23	1.28	1.33
1	1.04	1.09	1.14	1.23	1.28	1.33	1.38
2	1.09	1.14	1.19	1.28	1.33	1.38	1.43
3	1.14	1.19	1.24	1.33	1.38	1.43	1.48
4	1.19	1.24	1.29	1.38	1.43	1.48	1.53
5	1.24	1.29	1.34	1.43	1.48	1.53	1.58
6	1.29	1.34	1.39	1.48	1.53	1.58	1.63
7	1.34	1.39	1.44	1.53	1.58	1.63	1.68
8	1.39	1.44	1.49	1.58	1.63	1.68	1.73
9	1.44	1.49	1.54	1.63	1.68	1.73	1.78
10	1.49	1.54	1.59	1.68	1.73	1.78	1.83
11	1.54	1.59	1.64	1.73	1.78	1.83	1.88
12	1.55	1.61	1.66	1.78	1.83	1.88	1.93
13	1.55	1.61	1.68	1.83	1.88	1.93	1.98
14	1.55	1.61	1.68	1.88	1.93	1.98	2.03
15	1.55	1.61	1.68	1.93	1.98	2.03	2.08
16	1.55	1.61	1.68	1.95	2.00	2.08	2.13
17	1.55	1.61	1.68	1.95	2.00	2.10	2.15
18	1.61	1.67	1.74	2.01	2.06	2.16	2.21
19	1.61	1.67	1.74	2.01	2.06	2.16	2.21
20	1.61	1.67	1.74	2.01	2.06	2.16	2.21
21	1.64	1.70	1.77	2.07	2.12	2.22	2.27
22	1.64	1.70	1.77	2.07	2.12	2.22	2.27
23	1.64	1.70	1.77	2.07	2.12	2.22	2.27
24	1.64	1.70	1.77	2.11	2.16	2.26	2.31

SCHEDULE "F"
PAYROLL ADVANCE FORM

Bettendorf Community School District

Payroll Advance Form

I request an advance of two weeks of my salary upon completion of the first two weeks of work.

Signed:

Date: _____